




UNITED STATES DEPARTMENT OF COMMERCE  
Patent and Trademark Office  
ASSISTANT SECRETARY AND COMMISSIONER  
OF PATENTS AND TRADEMARKS  
Washington, D.C. 20231

October 19, 2000

MEMORANDUM FOR: Office of Petitions  
FROM: Frank Lebron   
Receipt Accounting Division  
SUBJECT: Unpaid Check Listing

RECEIVED  
DEC 22 2000  
OFFICE OF PETITIONS

Attached is a photocopy of a check which was returned "Unpaid" to the Office of Finance on the above date. Referring to PALM, it was determined that your area was to be notified about the check that was returned.

A copy of the RAM screen printout for the returned check is attached to this memo. Please place this memo in the application file to show the fees that were backed out of the financial system.

Please review the file to determine if any charge authorization request letters giving the Office authorization to charge any additional fees to an applicant's deposit account are present. An additional \$50.00 processing fee will be charged for any unpaid check.

If a charge authorization is not present in the file, please take the appropriate action in notifying the applicant of the status of the application. For any further information, please feel free to contact me on (703) 305-4231.

<u>Patent No./</u> <u>File Serial No.</u>	<u>Fee</u> <u>Code</u>	<u>Check No.</u>	<u>Date of Check</u>	<u>Amount of Check</u>
09/223870	241	1047	11/16/00	\$620.00